

**FITCHBURG PLANNING BOARD MEETING MINUTES
TUESDAY, MAY 19, 2015**

MEMBERS PRESENT: Paula Caron, Chair
John DiPasquale
Mike DiPietro
Paul Fontaine, Jr.
Mike Hurley
Andrew Van Hazinga
A.J. Tourigny, Associate Member

MEMBERS ABSENT: Kristin Sweeney

PLANNING OFFICE: Mike O'Hara

Call to Order

Meeting called to order at 6:01 p.m. in the Conference Room, Fitchburg Municipal Offices, 166 Boulder Drive.

Meeting Minutes

Minutes of the March 17th and April 21st meetings were approved w/ corrections.

ANR plans

None.

Minor Site Plan Review

Bank of America, 700 Main St. - revised front entrance

Austin Turner, Bohler Engineering and Delia Gott, Gensler Architects presented plan and photos of site. Currently there is a 9% slope in some areas in front of building. Bank is proposing to make access comply w/ ADA standards. When flattening the access to the door it creates a "bump", so they'll be installing a low (18-inch high) retaining wall in front of the building and a six-foot long access ramp. There will still be a wide enough area for a sidewalk snowplow.

Q: Any landscaping to be provided in front?

The Bank prefers hardscape, but they are removing brick and providing more planted area on the left side of building by afterhours drop box. They'll talk to bank about providing some landscaping on the retaining wall.

Board: Even seasonal planters placed near the retaining wall could be a possibility.

Bank also making minor changes in parking to rear of site, adjusting location of H/C accessible spaces, same number of spaces will be provided. There is an existing dumpster at the side of the rear parking area. It will be screened with a bronze-colored enclosure. A photo of an example was submitted to the Board.

Motion made (Mr. Fontaine) & seconded (Mr. Hurley) to Approve the Minor Site Plan, subject to investigating the feasibility of providing some landscaping in front, whether plantings or seasonal planters. Vote: 6-0 in favor.

PUBLIC HEARINGS

None

6-18-15

OTHER BUSINESS

Goodfellow Drive – update

Jim & Anna Pappas in to give the Board an update. Last fall the Board had given him a deadline of May 1, 2015 to have all items completed in the subdivision completed, including finish paving.

Earlier in the year he had understood P.J. Albert would be able to do the paving, but they had bumped the paving work until later, because of pending municipal work. Pappas passed out copies of a contract w/ P.J. Albert for \$107,820, which he hadn't yet signed, to do the work. Albert expected they would do job at the end of June. The job should take just one week. The existing base course will be pulverized, and a base course of 1½ inches, berms & final course of 1½ inches of pavement installed.

Mr. Fontaine: Were any of the paving companies contacted?

Pappas: Only two have the pulverizer needed and it made sense to stick w/ P. J. Albert since they had done the previous site work.

Agreed: Board wants Pappas to submit a schedule to them by Friday (5/22) of when as-built plans, bounds, street trees would be finished. Also, get a date from P.J. Albert of when they expect to be done, w/ paving. If the paving is put off until late summer or fall, the Board will pull the performance bond.

Also, on his Damon Road lots approved last year - Pappas has one lot (of eight) under agreement, erosion controls have been installed on site. He will be clearing the lot soon.

Super Liquors, 784 Water St. site plan approval - 1-year review

John Sann (owner's son) in to discuss. Landscaping in front will be installed soon, per plan.

There was some confusion about the screening required for the dumpster.

He will take out the chain link fence and install a vinyl enclosure on the other three sides, as the Board required. He expects to do this within 90 days, but he needs to wait for the insurance company to pay claim - - snow fell off roof this past winter and damaged fence.

The Board is OK with the screening being installed within six months.

Sign appears close to the street? But it's within the req'd setback.

He's looking into possibly relocating sign to the landscaped area out front, they had installed conduit to it in case it was needed. Also, he's looking into future parking lot lighting.

Q: Has there been a problem w/ deliveries since that issue was raised extensively during Planning Board hearing on this?

He's not aware of any, but he's not at store during the day. But trucks can back into the site from the street.

Hours remain Monday - Friday 10 a.m. - 11 p.m., Sun. noon -11:00

Mike O'H updated Board on several agenda items and then left meeting.

Bridle Cross Estates - last phase - extension

FYI - This will be advertised for hearing at next month's meeting. This is the 50+ unit section on the easterly side of Rollstone Road that was never started.

Subdivisions - Ethier St. Extension & St. Anthony St. / Montesion Dr.

Letter w/ punchlist items that area still to be finished has been sent to developer. No response as yet. Board asked to invite both developers to next meeting to give status report.

City Council petition - Discussion on Solar Power zoning amendment

Board was informed that City Council has passed a petition to propose the Zoning Ordinance "be amended to create a solar farm component." After some discussion the Board agreed to send a note

to the Council acknowledging receipt of the petition and asking for direction in what approach they would like to take on this issue.

Discussion - Amend Sec. 181.3561 (Special Permit for Nonconforming Structures Abandoned or Not Used for More than Two Years)

Discussion on amending this section to eliminate the requirement for nonconforming structures that are single & two-family dwellings to obtain a Special Permit to be re-used.

Motion made & seconded to have the Planning Board initiate the petition to add this language.

Vote unanimous in favor.

MRPC - Land Use & Zoning study in "Wachusett Station" area, West Fitchburg (cont'd)

Chantelle Fleck & John Hume, MRPC continued discussion

Chantelle passed out latest draft of Overlay District zoning amendment

Extensive discussion on which should be By Right and which should be Special Permit uses in the district and what size threshold to require a special permit for retail.

Chantelle will work on next draft of overlay district to be submitted as a zoning amendment, and Design Guidelines to be adopted as Planning Board regulations.

Meeting adjourned: 9:16 p.m.

Next meeting: 6/16/15

Minutes approved 6/16/15

6-18-15